



**COUNTY OF PLACER  
CIVIL SERVICE  
COMMISSION**

**August 14, 2000  
MINUTES  
5:30 P.M.**

**CIVIL SERVICE COMMISSION**  
SYLVIA BESANA  
RICHARD COSTIGAN, III,  
RON LE DOUX, Vice Chair  
WILLIAM STOCKWIN  
JAMES WEBBER, Chair

Nancy Nittler, Personnel Director  
Carol Braun, Executive Secretary

County Administrative Center, 175 Fulweiler Avenue, Auburn, CA 95603

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5:10 PM      ROLL CALL: Meeting was held at Board of Supervisors Chambers, 175 Fulweiler Avenue, Auburn, CA, with all Commissioner's present. Chairman Webber presiding.

**CLOSED SESSION:**

5:15 PM      Review of Recommended Merit Increases

**OPEN SESSION - 5:30 PM**

- I.      **CLOSED SESSION REPORT:** Chairman Webber announced that the Commission had met in closed session to discuss personnel matters pursuant to authority granted by Govt. Code Section 54957. It was moved by Besana and seconded by Costigan that the merit increases be approved as recommended by the departments. One was denied and is to be returned in 90 days. Motion carried unanimously.
- II.     **AGENDA APPROVAL:** It was moved by LeDoux and seconded by Besana to approve the agenda. Motion carried unanimously.
- III.    **MINUTES OF PREVIOUS MEETING:** Moved by LeDoux and seconded by Besana that the minutes of July 10, 2000 be approved. Motion carried unanimously.
- IV. **PUBLIC COMMENTS:**

## V. OLD BUSINESS

## VI. NEW BUSINESS

### A. Reclassification Request

#### 1. Administrative Services

It was moved by Besana and seconded by Stockwin to approve the reclassification of one Account Clerk-Entry/Journey, range 32.5/34.5 to Accounting Technician, range 37.5. Motion carried unanimously.

### B. Extension of Leave of Absence

#### 1. Sheriff's Department

It was moved by Costigan and seconded by Besana to approve a three month leave of absence extension for an employee in the Sheriff's Department. Motion carried unanimously.

### C. Extension of Work Out Of Class Pay

It was moved by LeDoux and seconded by Costigan to approve the work out of class extensions as listed in staff memo. Motion carried unanimously.

## VII. LEAVES OF ABSENCE: As an information item only, the Commission was advised of the leaves of absence approved by Nancy Nittler, Personnel Director.

## VIII. COMMUNICATIONS


### A. Provisional Appointments – None

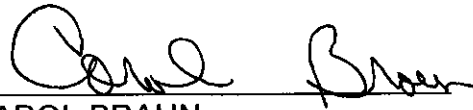
### B. Staff Reports and Correspondence

Director Nittler informed the Commission that the Personnel Department budget was approved. Included was funding for an extra help Analyst and completion of the front office remodel. With the funding of the extra help Analyst we will be able to continue with our outreach efforts, which have proven to be very effective in increasing the number of applicants applying for openings. The Commission was informed that we have redesigned our applications and job bulletins and that our web site has shown a significant increase in the number of hits each month.

- IX. ADJOURNMENT: There being nothing further to come before the Commission the meeting was adjourned. The next regular meeting will be held at **5:00 PM**, on Tuesday, September 12, 2000, at Granlibakken Conference Center, Tahoe City, CA.

PLACER COUNTY CIVIL SERVICE COMMISSION

  
JIM WEBBER  
CHAIRMAN

  
CAROL BRAUN  
EXECUTIVE SECRETARY